

# Proclamation

**WHEREAS**, in 1997 the Town of Davie became an “entitlement” recipient of Federal Funds from the U. S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program; and

**WHEREAS**, the CDBG Program has strengthened America’s communities by providing affordable and accessible housing, infrastructure improvements, economic development initiatives, and other public service and revitalization improvements; and

**WHEREAS**, 1999 marks the 25th Anniversary of the CDBG Program; and, the Secretary of HUD has proclaimed March 29 - April 4, 1999 as "National Community Development Week"; and

**WHEREAS**, the theme is “CDBG: Celebrating 25 Years of Strengthening America’s Communities”, and is intended to send a strong message to Congress and the general public that the CDBG Program plays an important role in ensuring the viability of our cities; and

**WHEREAS**, the Town looks forward to the continued implementation of it’s CDBG-funded projects and activities, as well as its continued partnership with the U. S. Department of HUD and other agencies that provide services to Davie's residents.

**NOW, THEREFORE BE IT PROCLAIMED** that the Town Council of the Town of Davie hereby proclaims March 29 - April 4, 1999 as "National Community Development Week" in the Town of Davie.

**IN WITNESS WHEREOF**, I have hereunto set my hand this \_\_\_\_\_day of \_\_\_\_\_, 1999.

\_\_\_\_\_  
Mayor/Councilmember

# HOUSING AND COMMUNITY DEVELOPMENT

## MEMORANDUM

CDBG

March 16, 1999 COUNCIL AGENDA ITEM

**DATE:** March 1, 1999

**TO:** Mayor and Councilmembers

**VIA:** Robert D. Rawls, Interim Town Administrator

**FROM:** Shirley Taylor-Prakelt, Coordinator  
Housing & Community Development

**RE:** National Community Development Week - March 29 - April 4, 1999

In 1997 the Town of Davie became an "entitlement recipient" of Federal funds from the U. S. Department of Housing and Urban Development (HUD), under the Community Development Block Grant (CDBG) Program; and, the Town's *Consolidated Plan for Federal Funds 1997-2002* was adopted on July 16, 1997. Although this program is new to Davie, 1999 marks the 25th anniversary of the CDBG Program which was signed into law on August 22, 1974. Since that time, the Program has continued to strengthen America's communities by providing affordable and accessible housing, infrastructure improvements, economic development initiatives, public services, and other revitalization initiatives.

The Secretary of HUD has proclaimed March 29 - April 4, 1999 as "National Community Development Week", and asks that all CDBG Entitlement Communities across the nation join them in celebrating the success of this essential program. This years "silver anniversary" theme is "**CDBG: Celebrating 25 Years of Strengthening America's Communities**" and emphasizes the role that the CDBG Program plays in ensuring the viability of our cities.

The Town looks forward to the continued implementation of our CDBG-funded projects and activities, which are designed to: upgrade the existing housing stock; further fair housing choices; expand economic opportunities and create/retain jobs; expand and improve park and recreation facilities; assist at-risk youth; provide various capital facilities; and provide street improvements including landscaping, lighting, sidewalks, and drainage.

An official from the Florida State Office of HUD has been invited to join us on March 16th to receive a proclamation celebrating the Town's accomplishments during the first CDBG Program Year (10/1/97-9/30/98). A comprehensive report of the accomplishments made during that time, is attached for your perusal.

STP/stp

Attachment

# **Town of Davie**

## **Community Development Block Grant (CDBG) Program**

### **FY 1997/98 Annual Report**

#### **Introduction:**

In 1997 the Town of Davie became an "entitlement" recipient of Federal Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (HUD). The goals of the Community Planning and Development (CPD) programs administered by HUD are:

- to develop viable urban communities by providing decent housing and a suitable living environment;
- to expand economic opportunities for low and moderate income individuals and families; and
- to strengthen the partnerships between all levels of government and the private sector, including for-profit and not-for profit organizations, in the production of affordable housing sufficient to meet the needs of the community.

As a prerequisite to receiving these Federal funds, the Town was required to develop and submit to HUD a plan which identifies the Town's housing and community development needs, and provides funding strategies to address such. On July 16, 1997, the Town's *Consolidated Plan for Federal Funds 1997-2002*, was adopted by Resolution 97-250. This document shapes the various federally funded programs into an effective, coordinated, neighborhood and community development strategy.

The *Consolidated Plan* also established three (3) geographic areas to be targeted for revitalization, and outlined the Annual Action Plan for FY 1997/98. The contract for Grant No. B-97-MC-12-0044 totaling \$513,000, was subsequently executed; and, the Town's first CDBG Program Year began on October 1, 1997.

In January 1998, the Town hired a Housing and Community Development Coordinator to administer both the CDBG Program and State funded housing programs. The Coordinator (in conjunction with the Town's key Administrative Staff), then reevaluated the FY 1997/98 projects and activities in order to assess their continued need, and the impact that each activity would have on improving the specified geographic Target Area. The activities were also analyzed for feasibility and timeliness, i.e. for their ability to meet HUD's prescribed encumbrance and expenditure deadlines.

#### **Long-Range Goals and Objectives:**

The Town's *Consolidated Plan* outlines the long-range goals and objectives to be accomplished during the five year period covered by the *Plan*. The following long-range goals and objectives were addressed during FY 1997/98 (October 1, 1997 - September 30, 1998):

- Goal #1: To upgrade the housing stock through single-family and multi-family housing rehabilitation:

Objective: The Town provided financial assistance to sixteen (16) low/moderate income homeowners to make minor home repairs and replace substandard leaking roofs. Since the Town receives funds for single-family rehabilitation from both the State Housing Initiatives Partnership Program (SHIP) and the CDBG Program, the State funds (which have a more stringent expenditure deadline) were used first. In addition to the 16 clients served, 23 other Davie residents were "certified" for participation in the Town's program; and, \$50,000 was committed for this Town-wide activity.

- Goal #2: To increase and enhance park and recreation opportunities:

Objective: The Town originally set-aside \$100,000 in FY 1997/98 CDBG funds to acquire a site to develop a park in the Playland Village area. However, since a multi-year commitment of CDBG funds was needed to amass the total resources needed to purchase a suitable park site, \$1 million was set-aside in the Town's new Park Bond Fund for the acquisition and development of a park to serve this community. The CDBG funds were reallocated to the Driftwood Area Drainage Improvement Program on 2/17/99.

Goal #3: To develop new community facilities and/or upgrade existing facilities that serve at-risk youth:

Objective: The Town budgeted FY 1997/98 CDBG funds to construct basketball courts at Orange Park/Flamingo Elementary School, to facilitate after-school activities. Subsequent to this action however, the Boys & Girls Club of Broward County received an anonymous donation (approximately \$1.5 million) to develop their new facility at this same site. Since this new facility will include basketball courts, the CDBG funds were not needed, and were reallocated to the Driftwood Area Drainage Improvement Program on 2/17/99.

- Goal #4: To rehabilitate, construct, or expand, public facilities and infrastructures in designated Target Areas:

Objective: FY 1997/98 funds were allocated for various street improvements in the Eastern Target Area. A new sidewalk with accompanying swale area improvements including new trees and sod, was completed in January 1999 along Orange Drive, from the Turnpike to SW 61st Avenue.

- Goal #5: To provide drainage and related street improvements in designated Target Areas:

Objective: FY 1997/98 funds were allocated for street improvements in the Southern Target Area (Driftwood), including resurfaced streets, drainage, landscaping, and lighting for Driftwood Park. The Engineering firm of Carr, Smith, and Corradino was hired on 10/21/98 to design improvements for the area east of 78th Avenue between NW 35-38th Streets. It is anticipated that this project will be ready to go out to bid by the end of April of 1999.

- Goal #6: To expand affordable rental and home-ownership housing opportunities for Davie residents:

Objective: A rental survey was undertaken in May of 1998, in order to help establish the base of "market rents" in contrast to HUD Fair Market Rents (FMR's). This data may serve as the basis for a request that HUD increase the FMR's for the Broward County area.

Objective: In May of 1998, the Town's Housing and Community Development Coordinator was designated by the Davie Town Council as the "liaison" for developers of affordable housing. In this manner, these projects can be expeditiously moved through the development permitting process. Two significant affordable rental projects have been assisted through this process i.e. Stirling Road Apartments which is under construction, and Summerlake Apartments (formerly Lakeside Villas) which is preparing it's financing package.

Objective: A dialogue was developed with the Broward County Housing Authority (BCHA) and the Hollywood Housing Authority, in order to ensure that sufficient Section 8 Certificates and Vouchers are available to meet the needs of Davie residents.

Objective: The Davie CRA provides land at no charge, to eligible home buyers, and uses SHIP grant funds to supplement conventional mortgages on new, affordable single-family homes in the Eastern Target Area, on SW 43rd Street in the two blocks located west of SW 55th Avenue.

- Goal #7: To undertake a fair housing education campaign to ensure that Davie residents have the widest range of housing choices:

Objective: A Fair Housing Information and Education Campaign was initiated in March 1998. In May, by Resolution 98-175, the Town supported the joint application of the Broward County Entitlement Jurisdictions' and HOPE, Inc., for grant funds under the HUD SuperNOFA for Fair Housing Education and Outreach Initiatives (EOI's). By joining this venture, the Town pledged it's support and in-kind contributions through the participation of it's Housing and Community Development Coordinator in the county-wide effort to further fair housing opportunities.

Objective: The Town entered into a contractual relationship with Housing Opportunities for Project Excellence (HOPE) Inc., to facilitate four (4) Fair Housing training sessions designed for realtors, lenders,

and housing providers.

Objective: The Town celebrated National Fair Housing Month in April with a Proclamation to HOPE, Inc., Public Service Announcements, news articles, and paid advertisements in the Sun Sentinel and other local minority newspapers.

- Goal #8: To promote the county-wide strategies and efforts aimed at addressing homelessness:

Objective: A good working relationship was established with the Broward County Homeless Initiative Partnership; and in May of 1998, the Town supported the county-wide application for Homeless funds under the SuperNOFA for Continuum of Care Homeless Assistance. Additionally, the Town adopted a Resolution supporting the proposed Gas Tax legislation which will create and support the county-wide Homeless Assistance Centers, and other homeless initiatives in Broward County.

- Goal #9: To improve the Town's capacity to plan, administer, and monitor the CDBG funds, undertake comprehensive planning activities, develop new programs, and apply for other HUD or related grants.

Objective: In January 1998, a Housing and Community Development Program Coordinator was hired to administer and monitor both the federal CDBG Program and the State Housing Initiatives Partnership (SHIP) Program. A CDBG filing system was developed ensuring appropriate retention of records, a monitoring system was designed to ensure fiscal integrity and compliance with the rules and regulations governing the Program; and bidding and purchasing procedures consistent with the OMB Circulars were finalized. The capital improvements programs were initiated. The HUD Integrated Data Information System (IDIS) was installed; and, the Town's first Voucher Drawdown of over \$102,000 was completed in December of 1998.

#### **FY 1997/98 Action Plan/CDBG Expenditures:**

As a new grantee, a certain amount of time was spent developing new systems, as well as developing housing rehabilitation program guidelines and other monitoring tools. Financial systems were also developed and implemented to ensure sufficient "checks and balances" between the Town's Housing and Community Development Office and the Finance Department. A synopsis of the FY 1997/98 activities follows:

<b>Project/Activity</b>	<b>Location</b>	<b>Budget</b>	<b>Committed</b>	<b>Status</b>
Single-Family Rehab Pgm.	Town-Wide	\$ 50,000	\$ 50,000	23 Clients Certified
Driftwood Improvement Pgm.	Southern	\$310,400	\$ 39,200+	A/E Designs Underway
Orange Drive Improvements	Eastern	\$ 50,000	\$ 50,000	Complete
Planning, Dev., Project Mgt.	Town-Wide	\$102,600	\$100,246	On-Going

#### **Families and Persons Served:**

In accordance with the federal requirements, Davie's CDBG-funded projects/activities were designed to benefit low/moderate income individuals who earn at or below 80% of the area's median income. The family income levels for the CDBG Program are published annually by HUD, and the Broward County Median, as of February 1999, is \$53,200. The current income levels for the Broward County Area follow:

<b>Household Size</b>	<b>(80% of Median)</b>
1 Person	\$29,800
2 Persons	\$34,050
3 Persons	\$38,300
4 Persons	\$42,550
5 Persons	\$45,950
6 Persons	\$49,350
7 Persons	\$52,750
8 Persons	\$56,200

The majority of the FY 1997/98 funds were allocated for projects serving the residents of the Southern Target

Area a/k/a Driftwood, which contains one of the highest concentrations of low/moderate income individuals. This area represents less than 1.5 percent of the total land area in Davie, yet contains over 7% of the Town's total population.

The "area-benefit" activities will principally benefit low/moderate income persons residing in the Target Areas; and, the single-family rehabilitation program, which is a town-wide activity, will "directly benefit" income-eligible homeowners (as defined above), who need financial assistance to renovate their homes.

A summary of the 1990 Census data which details the number/type of residents served by the Town's CDBG Program in the three (3) Target Areas, follows:

CT	Blk Group	Low/Mod #	Low/Mod %
7.01	1	2,307	59.8 %
	9	378	61.2 %
7.03	2	1,412	36.8 %
7.05	2	1,728	53.7 %
7.06	1	1,243	38.7 %
8.03	9	188	79.0 %

### **Affordable Housing Projects and Initiatives:**

The following is a summary of the Town's progress in providing affordable housing initiatives and services to income-eligible residents:

- Approximately \$14,000 in Building Permit fees were waived in FY 1997/98 for sixteen (16) single-family homes renovated under the SHIP Program, and three (3) homes that were newly constructed in the CRA area.
- Stirling Road Apartments, 147 units of affordable rental housing, is under construction on Stirling Road in the Southern CDBG Target Area. This project is financed under the Federal Low-Income Housing Tax Credit (LIHTC) Program and Tax-exempt Bonds. In accordance with the Town's Affordable Housing Incentive Plan, \$51,000 in Park/Recreation impact fees was waived as an incentive to affordable housing in Davie.
- The guidelines for the CDBG-funded single-family rehabilitation loan and/or grant program are being finalized. This program will be dove-tailed with the SHIP Program; and, the pre-certification process is complete i.e. a waiting-list of 23 certified clients established. An estimated five (5) homes will be completed each year through the CDBG Program, and 20 homes through the SHIP grant.
- The Town allocated the majority of its annual SHIP Grant for the "Minor Home Repair Program" which provides deferred loans to income-eligible Davie residents. In FY 1997/98, 23 clients were income-certified, sixteen (16) homes completed using SHIP funds, and three (3) homes are under construction.
- Meetings were held with both the Broward County Housing Authority (BCHA) and the Hollywood Housing Authority, in order to ensure that sufficient Section 8 Certificates and Vouchers are available to meet the needs of Davie residents.
- A rental survey was undertaken in May of 1998, in order to help establish the base of "market rents" in contrast to HUD Fair market Rents (FMR's). This survey will serve as a basis for comparative analysis and referrals in the FY 1998/99 Action year.
- Habitat for Humanity constructed ten (10) new homes in the Driftwood section of Davie called "Harmony Village" (officially dedicated in May of 1998), and one home in the "Potters Park" area. SHIP funds were used to construct the necessary infrastructure. The Davie Community Redevelopment Agency (CRA) has set-aside additional lots in the east side of Davie for construction of four (4) more homes in FY 98/99.
- The Davie CRA is developing new affordable single-family homes in the Eastside neighborhood of Davie

along SW 43rd Street in two blocks located west of SW 55th Avenue. The CRA provides the land at no charge to eligible home buyers, and conventional mortgages through one of the seven (7) participating lenders, are supplemented by a SHIP Program grant of up to \$10,000, depending on income. Four homes have been completed and five (5) homes are under construction.

- In April of 1998, the Town's first Affordable Housing Incentive Plan was adopted; and, the Housing and Community Development Coordinator was designated by the Davie Town Council as the "liaison" to developers of affordable housing. In this manner, affordable housing projects can be expeditiously moved through the permitting process. Two major developments have been assisted thus far, the Stirling Road Apartments (Phase I is under construction and Phase II is in the permitting process), and the Summerlake Apartments (formerly known as the Lakeside Villas Project), a pending new construction rental project, is in the financing stage.
- Housing counseling and referral services were provided to over 50 Davie residents; Section 8 Program relocation services were provided to two disabled tenants, and four (4) Davie Senior Citizens, with unique and challenging housing needs, were assisted.

### **Fair Housing Education and Outreach Initiatives:**

As required by HUD, the Town developed an "Analysis of Impediments to Fair Housing Choices (AI)" which is predicated on the fact that equal and free access to residential housing (housing choice) is fundamental to meeting the overall needs of a community. The AI identifies barriers to affordable housing, and contains a strategy to address these impediments. It should be noted that when the Town's *Consolidated Plan* was prepared, there were no known housing discrimination complaints filed in the Town of Davie. However, when the AI was initiated, the following agencies were contacted to determine if there were any pending discrimination complaints in Davie:

- the Broward County Human Rights Division
- the Florida Human Relations Commission
- the Fair Housing Equal Opportunity (FHEO)
- the U.S. Department of Housing and Urban Development (HUD)
- Housing Opportunities For Project Excellence (HOPE), Inc.

Only one (1) complaint was received by HUD in the five (5) year period proceeding adoption of the Town's *Consolidated Plan*, and no complaints were received by either the Broward County Human Rights Division or the Department of Justice (DOJ). However, an analysis of the complaints received by HOPE, Inc. a private not-for-profit fair housing education and enforcement agency, revealed that seven (7) complaints had been filed with them, since 1993. All seven (7) cases have been resolved and are officially closed.

The Town's AI concluded that there were two main barriers to fair housing choices in the Davie. First, housing affordability is a major concern, since increases in monthly rental and owner housing costs between 1980 and 1990 contributed to "cost-burdening" i.e. Davie residents paying in excess of 30% of their gross income for their housing and related costs e.g. rent plus utilities or mortgage (principal, interest and taxes) and insurance. A comparison between the current market rate rents in Davie and the HUD Fair Market Rents (FMR's) follows:

<b>Unit Size</b>	<b>Market Rents</b>	<b>Median Rent</b>	<b>HUD FMR's</b>	<b>Differ.</b>
Efficiency	\$ 602- \$ 655	\$ 628	\$ 479	\$ 149
1-Bedroom	\$ 650- \$ 691	\$ 671	\$ 564	\$ 107
2-Bedroom	\$ 742- \$ 805	\$ 774	\$ 698	\$ 76
3-Bedroom	\$1,042- \$1,138	\$1090	\$ 971	\$ 119

Second, accessibility to home mortgage (purchase) financing is an on-going regional problem for lower income and minority households. This "global" impediment was also noted in the analysis of Home Mortgage Disclosure Act (HMDA) data for Davie, where minority and low-income individuals were denied financing at higher rates than other applicants.

In the first year of the Town's *Consolidated Plan* (FY 1997/98), the following fair housing initiatives were addressed:

- the Town's AI described above, which was prepared by a consulting firm, was re-evaluated by the newly hired Housing and Community Development Coordinator; and, appropriate modifications and updates were made.
- the Town retained Housing Opportunities for Project Excellence (HOPE) Inc., to conduct four (4) fair housing seminars geared at lenders, realtors, and housing providers. The first seminar was held on October 17th at the Offices of Bank United, and over 35 lenders participated in the meeting.
- a listing of local lending institutions and realtors was compiled for participation in future fair housing education seminars, where educational materials on fair housing laws and requirements will be provided.
- a listing of other organizations and individuals, including neighborhood groups, home-owners associations, social service providers, etc., is also being developed for future use in identifying impediments to fair housing choice at the neighborhood level.
- advertisements were placed in the Sun Sentinel and the Miami Times (a minority newspaper), in April 1998, advising the citizenry of their rights and responsibilities under the existing Fair Housing laws.
- news articles on Fair Housing laws and initiatives as well as CDBG and SHIP Housing Programs were featured in the Davie Update, (the Town's Official Newsletter), which was mailed to every homeowner in Davie, as well as local municipalities and educational facilities.
- the County-wide Affordable Housing Incentive Plan (LHAP) for the SHIP Program was finalized with the participation and input of the Town of Davie.
- meetings were held with the Broward County Housing Authority (BCHA) to ensure that Davie residents receive the level of services needed, and to explore opportunities to improve Elinger Apartments, a public housing project. The rental survey undertaken in May 1998 allows the BCHA and the Town to develop a request that HUD allow an increase in the Fair Market Rents (FMR's) in Davie.

### **Homeless Prevention:**

A strong working relationship was forged with the Broward County Homeless Initiative Partnership Program Director, and the Town has been supportive of the Partnership's efforts.

- On June 3, 1998, the Davie Town Council adopted Resolution 98-180 urging the Florida Legislature and the Governor to enable Broward County to use one (1) cent of its local option motor fuel taxes to address the needs of our county's homeless men, women, children, and families.
- In June 1998, the Town endorsed the County's application for funds under the HUD SuperNOFA Continuum of Care for the Homeless, and pledged its support through the in-kind contributions of the Town's Housing and Community Development Coordinator, to assist in county-wide homeless efforts.
- The Town's Housing and Community Development Coordinator works closely with the E.A.S.E. Foundation and the local Clergy in referring clients for homeless or emergency housing assistance. E.A.S.E. and Hope Outreach Inc., (a private not-for-profit social service agency) both provide emergency "one-time" assistance such as emergency rent and utility payments for those who are threatened with homelessness.
- The Town will continue to work closely with the agencies serving the Broward County area in addressing emergency shelter and transitional housing needs, and helping homeless make the transition to permanent housing.



## **Environmental Review Records:**

The original Environmental Review Record for the CDBG Program was prepared by a consulting firm, and covered the projects and activities outlined in the *FY 1997/98 Action Plan* component of the Town's *Consolidated Plan for Federal Funds 1997-2002*. Once on board, the Housing and Community Development Coordinator undertook a significant reevaluation and revision of the Environmental Review Record, in order to expand it to encompass all of the proposed projects and activities that are contemplated in the *Consolidated Plan*, not just the FY 1997/98 Program Year. This gives the Town more flexibility in its annual planning process, and provides a broader base of environmental coverage for the Town. The "Amended and Restated" Environmental Review Record was advertised on January 18, 1999 in order to receive public comments. No comments were received. A "Request for Release of Funds and Certification" was subsequently submitted to the U. S. Department of HUD on February 2, 1999. This action effectively amended the FY 1997/98 Program funds, and "released" the FY 1998/99 grant funds for expenditure.

*Compiled by:*

*Shirley Taylor-Prakelt, Coordinator  
Housing and Community Development  
Town of Davie  
February 1999*